



STATE OF TENNESSEE
TENNESSEE COMMISSION ON CHILDREN AND YOUTH

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EXECUTIVE COMMITTEE

TCCY Conference Room
Andrew Johnson Tower, Ninth Floor
Thursday, February 23, 2006
5:00 p.m.

MINUTES

Committee Members Present

Cindy Durham, Chair
Susan Lawless-Glassman, Secretary
Beverly J. Cosley
Jim Ford
Diane Neighbors
Sue Pilson
Joetta Yarbrow

Committee Members Absent

Tim Goldsmith
Trudy Hughes, Vice-Chair
Drew Johnson, Youth Member

Commission Members Present

Dennis Clark
Marti Herndon

Staff Present

Linda O'Neal, Executive Director
Pam Brown
Richard Kennedy
Debrah Stafford
Pat Wade

Since previous meetings ended early, Chair Durham called the meeting to order at 4:40 p.m.

I. Approval of October Minutes

**MOTION: IT WAS MOVED (FORD) AND SECONDED (COSLEY) TO
APPROVE THE OCTOBER COMMITTEE MEETING MINUTES.
UNANIMOUSLY CARRIED.**

II. Performance Audit

There is no update on TCCY's Performance Audit. Information was still being collected in January.

III. Review of Committee Reports/Action Items

A. Budget and Data Committee – Jim Ford, Chair

Committee has no action items.

Shared accounting services with the Department of Finance and Administration were discussed. There is ongoing work to expand the chart of accounts and the cost allocations system to give TCCY improvement in the reporting of funding on an ongoing basis. Cost centers have been assigned. Labor will be distributed automatically.

TCCY's newsletter, *The Advocate*, December 2005, *TCCY Turns 50 and Plans for Many More Years*, was completed and has been posted on our web site.

The Making KIDS COUNT Media Awards recipients have been selected and will be announced at Children's Advocacy Days (CAD).

B. Children's Services Committee – Marti Herndon for Tim Goldsmith, Chair

Committee has three action items.

Cash gave a report on the Ombudsman program and Wade gave an update on the CPORT/DCS collaboration. There was some discussion about the CPORT/DCS collaboration relating to staff feeling children do not know what their rights are and often do not have legal representation.

The National Alliance on Mental Illness (NAMI) Tennessee resolution for a comprehensive fiscal analysis of services and supports to adults with Severe and Persistent Mental Illness (SPMI) and Children with Serious Emotional Disturbance (SED) was discussed.

1. Committee will recommend that the Commission support the National Alliance on Mental Illness (NAMI) Tennessee resolution for a comprehensive fiscal analysis of services and supports to adults with Severe and Persistent Mental Illness (SPMI) and children with Serious Emotional Disturbance (SED).

Two items related to the Court Appointed Special Advocate (CASA) program board members and representation on boards for the CASA programs were discussed.

2. Committee will recommend that, effective with the contracts beginning July 1, 2006, the Commission require each Court Appointed Special Advocate (CASA) program serving multiple counties to have one or more board members from every county served. Notice of this requirement should be sent to all CASA programs as soon as possible.

3. Committee will recommend that:

- TCCY and the Tennessee CASA Association should jointly develop a plan for expansion of CASA programs statewide, with TNCASA playing a major role in the development, and the plan should include an explanation of the role of TNCASA.

- The Tennessee CASA Association should have the primary responsibility for recommending the allocation of state funding for CASA programs and should communicate their recommendations to TCCY.
- TCCY staff will encourage the development of CASA programs in unserved counties, but the Tennessee CASA Association should have the primary responsibility for supporting the development of additional CASA programs.

C. Councils Committee – Joetta Yarbrow, Chair

Committee has one action item.

The *Blueprint for Tennessee's Future: Recommendations for Improving the Quality of Life for Children*, which was distributed via e-mail, was discussed. Committee feels that excellent work on the blueprint is in progress.

1. Committee will recommend that the commission approve the direction and strategy of the *Blueprint for Tennessee's Future: Recommendations for Improving the Quality of Life for Children* acknowledging that there will be some additional editing.

Children's Advocacy Days (CAD) will be March 14-15, 2006. Topic is *Children's Health in Tennessee*. Brochure including registration form was distributed via e-mail and is available if anyone needs to register.

Regional coordinators gave reports on activities and upcoming events in their councils. Written reports were distributed via e-mail.

D. Juvenile Justice/Minority Issues Committee – Beverly Cosley, Chair

Committee has one action item.

The DMC Task Force Proposed Budget 2006 was reviewed. Changes included increase in AmeriCorp*Vistas because of Vista volunteer in Clarksville, decrease in Assessment Tool funding because tool is now in the implementation stage, and decrease because of savings in the production of the DMC booklet.

1. Committee will recommend that the Commission approve the DMC Task Force Proposed Budget 2006 in the amount of \$100,000.

Information on the monitoring done by Epstein was distributed via e-mail to clarify what he does and the amount of time he spends on his responsibilities.

King will make a presentation at the CJJ conference on cultural diversity.

Deinstitutionalization of Status Offenders (DSO) violations in Tennessee has continued to stay down. At this time in 2005, we had 205 DSO violations but are down to only 64 for the same time in 2006.

The Juvenile Justice Risk Assessment Tool developed by the Juvenile Justice Assessment Tool (JJAT) Committee to be used in detention decisions for youth was discussed. The JJAT Committee finalized the draft detention tool and the report. The report has been completed and delivered to the General Assembly.

E. Personnel Committee – Sue Pilson, Chair

Committee has one action item.

The performance standards developed for the TCCY executive director were e-mailed. Committee discussed and decided that an evaluation of the executive director would be conducted every two years and would include several different components:

- Executive Committee would perform the evaluation of the executive director.
- Evaluation tool will be developed.
- Self-assessment tool will be developed.
- Staff feedback tool will be developed.

The plan is to start the evaluation process in the Fall 2006.

1. Committee will recommend that the Commission approve and adopt the executive director performance standards.

F. Legislative Committee – Diane Neighbors, Chair

Commission reviewed and took action on the Committee's recommended TCCY legislative positions this afternoon. Any additional legislation will be reviewed during Commission meeting break tomorrow morning and will be presented to the Commission for action.

G. Audit Committee – Jim Ford, Chair

Committee has no action item.

Committee's first official meeting was held Thursday afternoon, February 23, 2006. Art Hayes of the Comptroller's Office presented information on the responsibilities of the Audit Committee. It is interesting that TCCY is the first Commission to establish an Audit Committee and move forward. Chuck Holland from the Department of Finance and Administration gave a report on the assistance they have been providing in TCCY's accounting system. Committee discussed preparing a risk assessment document as they move forward.

IV. Other Business

The Youth Excellence Award Committee met and voted on a nominee to receive the Youth Excellence Award at Children's Advocacy Days (CAD). Tierra French will be the

recipient of this award and her name will be submitted to CJJ as a nominee for the national award.

TCCY staff salaries were discussed. Last fall the Commission was successful in getting an increase for O'Neal, whose salary was way out of range in comparison to comparable positions in state government. Committee/Commission members discussed challenges in the state system and the need to address the level of TCCY staff salaries. They feel the Commission should request a two step in range salary increase for all staff as an amendment to the appropriations bill.

MOTION: IT WAS MOVED (FORD) AND SECONDED (COSLEY) THAT THE COMMITTEE RECOMMEND THE COMMISSION SEEK AN AMENDMENT TO THE APPROPRIATIONS BILL TO PROVIDE A TWO-STEP SALARY INCREASE FOR ALL TCCY STAFF.

MOTION: IT WAS MOVED (COSLEY) AND SECONDED (YARBRO) THAT THE COMMITTEE MEETING ADJOURN. UNANIMOUSLY CARRIED.

There being no further business the committee meeting was adjourned at 5:28 p.m.

Minutes Submitted by:

Minutes Approved by:

Linda O'Neal
TCCY Executive Director

Cindy Durham
Commission Chair